

## **Board of County Commissioners Workshop**

Date of Meeting: October 11, 2005

Date Submitted: October 6, 2005

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator  
Richard Smith, Director, LCSO Division of Emergency Management

Subject: Workshop on Emergency Preparedness and Response for Leon County.

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### **Statement of Issue:**

This workshop item presents additional information to the Board regarding Leon County's existing emergency preparedness, response and recovery plans and requests Board acceptance of this report.

### **Background:**

During their regular meeting on September 20, 2005, the Board of County Commissioners directed staff to schedule an "omnibus" workshop regarding Leon County's existing Comprehensive Emergency Management Plan (CEMP). Included in their direction was the Board's desire for the workshop to include the participation of each of the community's partners for disaster preparedness, response and recovery efforts. As further detailed in the attached agenda, this workshop will be conducted by staff from the Leon County Sheriff's Office, Division of Emergency Management (LCSO/DEM) and will include a series of presentations from the community's emergency response agencies including the American Red Cross, the Health Department, local law enforcement and other emergency response agencies (Attachment #1).

### **Analysis:**

The following analysis presents the Board with additional information regarding the four key sections of this emergency management workshop: mitigation, preparedness, response, recovery and recommendations for further improvement. Significantly, each participant is also expected to bring additional handout materials for the Board's consideration during their workshop presentations.

### **Emergency Preparedness/Mitigation:**

A majority of the County's emergency preparedness activities are included in the Leon County Comprehensive Emergency Management Plan. Presenters during this section will provide an overview of that plan and County ordinances relating to the Board's authority and responsibilities during local states of emergency. Additionally, representatives from the State's Division of Emergency Management will provide an overview of state law on this issue and how the state coordinates emergency preparedness efforts with its local partners. Also included in this part will be an overview of County evacuation plans, including those for special needs residents (elderly and infirm) and an overview by the American Red Cross of the Regional 2005 Hurricane Survival Guide.

Workshop Request: Workshop on Emergency Preparedness and Response for Leon County.  
October 11, 2005  
Page 2

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**Emergency Response:**

The County's response efforts to natural disasters also follow the County's comprehensive emergency management plan. Presenters in this section will provide an overview of the emergency alert, mobilization and response phases of that plan. This will include information on what event results in the activation of the County's Emergency Operations Center (EOC), public information initiatives that occur during a disaster, and the provision of mass care to affected citizens.

An overview of how County and City public works departments respond to a disaster, including the repair and maintenance of storm-damaged transportation facilities will be provided. The County Health Department, County EMS, Tallahassee Memorial Hospital and Capital Regional Medical Center will discuss how they provide healthcare in response to disasters. Leon County Schools and representatives from each institution of higher education will also detail their response plans for education during times of a disaster.

**Emergency Recovery:**

Recovery from emergencies normally occurs in at least two distinct phases: immediate and long term. An overview of the actions undertaken during the immediate recovery period by law enforcement, healthcare, mass casualty and public works (including utilities) agencies will be provided during this section of the workshop. This section will also include a presentation by the City to discuss how the City coordinates with the County and other partners as part of an emergency recovery initiative.

Depending upon the severity of the emergency, the long term recovery phase can take from weeks to months to years. In the most severe cases, such as recovery from Hurricane Katrina, the recovery phase can take years. The discussion of long term recovery initiatives will include an overview of FEMA participation, building inspection efforts, Red Cross initiatives and an overview of the County's Continuity of Operations Plans (COOP). As the Board is aware, the COOP plan is intended to insure the continuance of essential County services during the response and recovery phases of an emergency. This plan details how County legislative, administration and critical operations can remain active, including relocation if necessary, for an extended period of time as the recovery phase advances toward the return of normal County operations.

**Recommendations for Further Improvement:**

This section will include an overview of recommendations for the further improvement of the County's emergency response system. This will include a presentation by the Division of Emergency Management, and Sheriff Campbell related to the creation of a joint emergency operations center. In addition, staff will present a series of recommendations related to further improving public information initiatives as part of County emergency readiness activities.

At this time, staff recommends that the Board accept the presentations of the participants of this workshop and this report (Option #1, on Page #3).

Workshop Request: Workshop on Emergency Preparedness and Response for Leon County.  
October 11, 2005  
Page 3

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**Options:**

1. Accept the report on Leon County emergency preparedness and response activities.
2. Do not accept the report on County emergency preparedness and response activities.
3. Board direction.

**Recommendation:**

Option #1.

**Attachments:**

1. Overview of Scheduled Workshop Presentations.